

ANNUAL REPORT FOR CY 2005

_____ County
Department of Human/Social Services

Programs included in report:

☐

Promoting Safe and Stable Families (PSSF)

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Title IV-E Incentive Funds

Note: Check both boxes if submitting a combined report.

Person submitting report:

Name: _____

Title: _____

Telephone: _____

E-mail: _____

Title IV-E Incentive Program Assurances

The Title IV-E Incentive program requires that at least 50% of Title IV-E Incentive Funds be used for services to children who are at risk of abuse and neglect to prevent the need for child abuse and neglect intervention services. If the county had unspent funds from prior years, the portion of the unspent funds subject to the 50% requirement in prior years remains subject to the 50% requirement for the current year as computed below. Incentive funds may not be used to supplant other federal, state or local funds dedicated to any of the activities provided under the Incentive funds program. Counties are expected to spend their Incentive funds in the year provided. If underspending results in carryover of funds to the following year, justification must be provided for the underspending and the Incentive program plan for the following year must be modified to specify how the carryover funds will be used.

Utilization of Incentive Funds in 2005

	Total Incentive Program Funds	50% Abuse/Neglect Amount	A/N % of Total
A Carryover from 2004			
B CY 2005 Allocation			
C Total Funds in 2005 (A+B)			
D CY 2005 Expenditures			
E Carryover to 2006 (C-D)			
F % of CY 2005 Allocation (E/B)			
G Estimated CY 2005 Carryover used for CY 2006 Plan			

50% Abuse/Neglect Amount: Did CY 2005 expenditures for services to children at risk of abuse and neglect equal or exceed the required amount? Yes ____ No ____ If no, provide an explanation:

Carryover of Unspent Funds: Does the carryover of unspent funds from CY 2005, excluding the amount reserved for WiSACWIS implementation, exceed 5% of the CY 2005 allocation? Yes ____ No ____ If yes, provide an explanation for the underspending:

Nonsupplanting Requirement: Incentive funds were not used to supplant other federal, state or local funds for services provided under the Incentive program during CY 2005 Yes ____

Other comments on CY 2005 Incentive program expenditures:

Instructions for Completing Project/Service Form

As part of the 2005-2007 PSSF/IV-E Incentive Plan submittals, counties were required to complete a Project/ Service Description for each project or service that was to be funded. For this report, please update these forms by providing data about actual outcomes and actual expenditures, as compared to what was projected in your 2005-2007 Plans, and the number of children and families served by the program. (This data is needed in order to comply with federal reports and surveys)

On the following page is a copy of the format that was used as part of your 2005-2007 Plans. The questions to be updated have been modified/added and are underlined for ease of identification. The areas you will need to complete for the annual report are:

- Item 6 on the form asks counties to identify at least one measurable outcome and target numbers. For the report, please provide information about actual outcomes/targets that were achieved. If there is a significant difference, between the proposed and the actual, please discuss why and if you plan to make any modifications as a result.

Item 7 asks for selected budget information, including the amount of funding for the program. Please update this item by adding the amount actually spent and if there is a greater than 10% difference between the two, please discuss why and you will be making any modifications to the plan as a result.

- Item 9 is new and asks counties to provide information about the number of children and families served by each project/service. (Later in the report we will ask for information about the total number served by PSSF programs) When you report these numbers, there may be duplication. For example, if a program serves 6 families and there are 2 children in each family who receive services, the response would be 6 families served, 12 children served. In some instances, it may be difficult to identify the exact number served. We are asking for your best effort and, in some instances, that may be an estimate.

2005 PSSF/IV-E REPORT

2005-2007 PSSF/IV-E Plan Project/Service Description

1. Name of project/service_____
2. Name of Agency providing program/service_____
3. Project Description: *Please provide a description that includes: services to be provided, number to be served and length of service (where appropriate)*
4. **Target Population**
5. Program Goal (*What is the program trying to change or improve?*)
6. Identify at least one measurable individual outcome and include target number.
(Use page 13 of the 2005-2007 PSSF/IV-E Plan Instructions for definition of "individual outcome.")

What were actual outcomes/targets for 2005? Is there is a significant difference between proposed and actual, and, if so, discuss reasons for the difference and whether you plan to make any changes in your plan to adjust for these differences.
7. Budget/Fiscal (*Identify service category ,source, and amount of funding*)

How much was actually spent on this service/program? If there is a significant difference (more than 10%) between budgeted and actual, please explain why.
8. PEP Related (*Identify PEP category, for additional IV-E Incentive funds only*)
9. How many children were served by this program/service? How many families were served?

Promoting Safe and Stable Families (PSSF) Program Expenditures in 2005

	Minimum Amount (A)	Planned Amount (B)	Actual Expenditure (C)	Actual % of Planned (C/B)
CY 2005 Allocation				
Family Support				
Family Preservation				
Fam. Reunification				

Of the total PSSF program allocation, a minimum of 25% must be spent in each of the three required categories of family support, preservation and reunification. If the actual expenditure in any category is less than the minimum amount or if the actual expenditure is less than 95% of the planned amount, provide a rationale for not spending the full amount of funds for CY 2004.

Explanation of PSSF Program Underspending:

Families and Children Served by PSSF Program

Identify how many families and children received PSSF program services in CY 2005 with PSSF program funds. If programs had multiple sources of funding, include the number of persons served with the PSSF portion of the total funds. Provide comments if necessary to explain the number of persons served.

	Family Preservation	Family Support	Family Reunification	Total PSSF Program
Families Served				
Children Served				

Comments on the number of children and families served: